

CLEM LEMIRE ARTIFICIAL TURF FIELD PROJECT BUILDING COMMITTEE

December 16, 2010

Town Hall Conference Room 3

SPECIAL MEETING MINUTES

- I. Call to order – the meeting was called to order by Chairperson Klett at 5:05 pm.
- II. Roll call – Members present: Maureen Klett, Mike Lenares, Bill DeBlasio, Don Woods, Jeff Perillo, Rich Khentigan, Fred Callahan, and Jay Bottalico. Others present: Two members of the public; Vince McDermott and Kevin Fuselier, Milone and MacBroom; Bruce Till, Superintendent of Parks and Recreation; and Jeff Baron, Dir. of Admin. Services.
- III. Public participation – None.
- IV. Approval of December 13, 2010 meeting minutes – Mr. Khentigan made a motion to approve the minutes of the December 13, 2010 meeting, as written. Second by Mr. DeBlasio. The motion passed by a vote of 7 YES to 0 NO, with one abstention (Mr. Bottalico).
- V. Interview procedures – Each firm will have 25 minutes for a presentation and 20 minutes to answer questions. Milone and MacBroom was requested to respond to any technical questions that might be asked of the Committee. Revised question sheets were passed out for each firm to each Committee member, so they could record notes on the answers received. Mrs. Klett and Mr. Lenares asked all prepared questions. Staff and individual members asked individual and follow up questions. The ratings section at the end of each question sheet was not used. All interviews were recorded.
- VI. Turf manufacturer interviews – Three firms were interviewed. They were Field Turf (Eric Hughes) at 5:15 PM, Pro Grass (Bob Thomas and Bruce Van Dolson) at 6:15 PM, and Shaw Sportex (Joe Kacevich) at 7:15 PM, all of whom made presentations with samples of their products, presented additional handouts to the Committee members, answered questions, and provided price sheets as called for in the Request for Proposals.

- VII. Discuss and take action on turf manufacturer selection – The merits of each firm interviewed were discussed by each committee member. Answers to technical questions from Committee members were provided by Mr. McDermott. All three respondents stated that their pricing was negotiable. It was agreed by consensus that the Committee would not make a decision at this time but would continue its due diligence by viewing one or more fields of products Committee members were unfamiliar with. Mr. Lenares, Mr. Woods and Mr. Perillo, along with Mr. Till, would investigate fields and pursue any renegotiation activity, as necessary. No action was taken.
- VIII. Any other business pertinent to the Committee – The Committee agreed to meet again on January 4th at 5:00 PM.
- IX. Public participation – None.
- X. Committee response to public participation – None.
- XI. Adjournment – the meeting adjourned at 8:42 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services